



## County of San Diego Student Worker/Internship Program Job Information

The purpose of the Student Worker/Internship Program is to encourage students who are in the process of completing their education to become interested in a career with the County of San Diego. Students are encouraged to apply for positions that are related to their field of study or interest. Please see the back of this page for more information about the employment opportunities and public service careers with the County.

**General Qualifications:** Applicants must be *full time students* at a local high school or an accredited college or university. Once employed, student workers must continue to be full time students and maintain at least a 2.0 grade point average (GPA.) At the beginning of each new school year (or semester/quarter) student workers/interns are responsible for submitting a "student unit load verification" completed by their academic institution. **Please note:** In addition, interns shall comply with the established policies and practices of their assigned school's internship program and the County of San Diego agreement regarding eligibility requirements.

**Salary:** Students are hired on a *temporary basis*, are paid at an *hourly rate*, and do not receive benefits. Hourly rates are based on the level of education completed.

### **High School Students (0904 Student Worker – High School)**

Full-time high school students and students enrolled more than 20 hours per week in an Adult School to obtain a GED. Students under the age of 18 must obtain a *work permit* from their school.

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| Hourly Pay Rate | \$10.58 |
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### **Undergraduate Students (0905 Student Worker - Undergraduate)**

Students enrolled full-time in an undergraduate *program leading to an associate or bachelor's degree*. To be considered full time, students must be carrying at least 12 semester units.

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|--------------------------|---------|---------|----------|----------|---------------------------------------|
| Hourly Pay Rate          | \$11.79 | \$12.38 | \$13.00  | \$13.65  | \$14.33                               |
| Semester Units Completed | 0 - 29  | 30 – 59 | 60 – 89  | Over 90  | Post Graduation<br>Bachelor's Degree. |
| Quarter Units Completed  | 0 - 44  | 45 – 89 | 90 – 134 | Over 135 |                                       |

### **Post Graduate Students (0906 Student Worker - Graduate)**

Students enrolled full-time in a graduate program *leading to a master's or doctoral degree*. To be considered full time, students must be carrying at least 9 graduate-level semester units. Student worker positions/employment work assignments must correspond to the student's declared degree. Unclassified graduate students or those completing a fifth year of study (e.g. for a teaching credential or other certification) do not qualify.

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|-------------------------|---------|---------|---------|---------|---------|
| Hourly Pay Rate         | \$14.76 | \$15.50 | \$16.27 | \$17.08 | \$17.93 |
| Graduate Semester       | 0 – 6   | 7 – 12  | 13 - 18 | 19 - 24 | Over 24 |
| Quarter Units Completed | 0 – 9   | 10 – 18 | 19 - 27 | 28 - 36 | Over 37 |

**Work Schedules:** Students may work a *maximum of 20 hours per week* while school is in session and may be authorized to work a maximum of 40 hours per week during the summer and school holiday breaks. Individual work schedules and work assignments are established by the student's supervisor.

**How to Apply:** Students may directly contact the personnel office in the various County departments to inquire if Student Worker positions are available and to schedule interviews for possible future hiring. **Student Worker Employment Applications are submitted directly to the hiring departments.**

### **Tips for Job Searches for Student Worker Positions with the County of San Diego**

Applicants who are successful in their job search for a Student Worker position typically use the following techniques:

1. Telephone the County Department where you are interested in working. All of the County departments are listed in the front of the telephone directory – in the “government offices” section. You can also visit the County’s web site at <http://www.sdcountry.ca.gov>. Here, you can learn what services are provided by the various County departments. Job announcements for regular County positions are also posted to this web site – select “jobs” or “Department of Human Resources.”
2. If you have a relative or friend who works for the County of San Diego, ask them about the various jobs and services of the department where he or she is employed.
3. Complete a Student Worker Employment Application and take it to your high school office or college registrar’s office to have your student status and unit load verified. This way, your application will be ready to submit to the hiring department. If you have previous work experience, prepare a short resume and attach it to your Student Worker Employment Application.

The County of San Diego employs 18,000 people who provide high quality customer services and work in many occupations with responsibility for protecting the health, safety and quality of life for the region’s 2.7 million residents. Some of these employment opportunities include: Secretarial and administrative; peace officers including deputy sheriffs, deputy probation officers, medical examiner investigators; librarians; civil and structural engineers; park rangers; psychologists and therapists; social workers; stock clerks and warehouse workers; agricultural inspectors; jail booking clerks; registered nurses and nurses aides; building inspectors; food services workers; animal control officers and kennel workers; accountants and account clerks; attorneys including deputy district attorneys, public defenders and county counsel; and human resources analysts.